

## Laboratory Assessment Checklist

Building: Morrill I  
 Department: Public Health  
 PI: James Hanchett  
 Assessor(s): Alesia Fugere

Room: 236  
 Date: 10/26/10  
 Phone: 545-2601  
 Safety Coordinator:

Items for Review:	Yes/No/ NA	Comments
<b>General/Safety/Personal Protective Equipment</b>		
Door card is current	No	Lab door card is out of date. EHS will notify CEMS
Emergency phone numbers posted by phone	Yes	No response needed
First Aid kit is available	Yes	No response needed
Hand-washing facilities readily accessible, stocked and free of clutter	Yes	No response needed
Eye protection (ANSI 87.1) is available and used when a splash, impact, UV and/or laser hazard is present	Yes	No response needed
Lab coats are worn by personnel when working	Yes	No response needed
Gloves are worn by personnel when working and are appropriate for the task/chemical	Yes	No response needed No response needed
Long pants and closed toed shoes are worn in the lab	Yes	No response needed
No evidence of eating, drinking, make-up application or mouth pipetting	Yes	No response needed
Microwave ovens and ice machines are "For Lab Use Only"	Yes	No response needed
Extension and electrical cords are not overused and /or frayed.	Yes	No response needed
<b>Housekeeping</b>		
The lab is maintained in a clean and orderly condition	Yes	No response needed
Aisles and corridors are free of obstruction and tripping hazards	Yes	No response needed
Storage of vials and tubes is safe and orderly, vials are labeled	N/A	No response needed
<b>Equipment</b>		
<i>Chemical fume hood:</i> Overall appearance is clean, clutter free	N/A	No response needed
<i>Eyewash station</i> is available	Yes	No response needed
Record of weekly eyewash flushing is maintained	Yes	No response needed
Or eyewash bottles are provided (check expiration date)	N/A	No response needed
<i>Vacuum pumps</i> have a guard	N/A	No response needed
are located/maintained in oil & ignition free area	N/A	No response needed
<i>Bunsen Burner</i> hoses are in good condition and are not too long	N/A	No response needed
<i>Freezers</i> are free of ice build up and are free of spills	Yes	No response needed
<b>Chemical Storage</b>		
Containers labeled with name of substance & hazards and are compatibly stored;	Yes Yes	No response needed No response needed
Chemicals in closed containers in good condition, stored upright	Yes	No response needed
Glass containers are off the floor	Yes	No response needed
Chemicals found in drawers or under sinks are stored adequately	Yes	No response needed
Chemical containers are bar-coded	Yes	No response needed
Hydrofluoric Acid is used in this lab	N/A	No response needed

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Flammable liquids (including acetic acid) are stored in flammable cabinets or refrigerators	Yes	No response needed
Acids are separated from bases/alkalis and are all are stored below eye level	Yes	No response needed
Oxidizers (nitric acid) are separated from organics (e.g., acetic acid, formic acid and flammables)	N/A	No response needed
Peroxide formers (ether, tetrahydrofuran, etc.) dated & used within 6 months of opening	N/A	No response needed
Chemical storage areas are free of ignition sources	Yes	No response needed
<b>Waste Management</b>		
Personnel have the correct containers.	Yes	No response needed
The containers are not overfilled.	Yes	No response needed
Bar code labels have been removed from chemicals.	Yes	No response needed
Satellite accumulation areas inspected weekly and recorded	Yes	No response needed
Waste labels are filled out correctly	Yes	No response needed
Containers are closed and in good condition for transport and are in secondary containment (incompatibles are separated)	Yes	No response needed No response needed
No multiple containers per waste stream (OK to have one working container and one waiting for pick-up)	Yes	No response needed
Trash bins and Glass Only boxes are dry and not over-filled	Yes	No response needed
Sharps boxes are present and not over-filled	Yes	No response needed
Only rinsed, dry glass is found in "Glass Only" boxes	Yes	No response needed
Secondary waste containers are free of spills	Yes	No response needed
<b>Compressed Gas Cylinders</b>		
Are secured with straps/chains without excessive ganging	Yes	No response needed
Contents are labeled, caps are on, not blocking means of egress	Yes	No response needed
<b>BSL-1 and BSL-2 Biohazards</b>		
Biohazard containers are marked with biohazard symbol, not overfilled, lined with red bags, and are covered by a lid	N/A	No response needed No response needed
<i>Vacuum lines</i> are protected with a double-trap and in-line filter located between the last trap and vacuum source.	N/A N/A	No response needed No response needed
Liquid waste is disinfected. Acceptable practices: 10% bleach (made fresh daily) before drain disposal or by autoclaving.	N/A	No response needed No response needed
Biohazard labels on equipment used at BSL-2: centrifuges, incubators, freezers, refrigerators, biosafety cabinets, etc.	No	No response needed
Centrifuges have containment vessels in use (caps, sealed rotors,)	N/A	No response needed
Aerosol producing equipment is used in BSC with BSL-2 work	N/A	No response needed
<b>Safety Training</b>		
Lab personnel have attended required annual trainings	Yes	No response needed
Personnel know what to do in case of an accidental biological or chemical spill? Personal exposure or injury? Fire?	Yes	No response needed
<b>Other</b>		